

# ***Attachment – Permit Conditions***

## **GAMING & WAGERING COMMISSION ACT 1987**

(Section 104)

### **PERMIT TO CONDUCT CONTINUING LOTTERY**

Holder:

Permit No:

Pursuant to the Gaming & Wagering Commission Act 1987, the Gaming & Wagering Commission grants a permit to conduct a Continuing Lottery to:

subject to the conditions listed below.

### **Conditions**

1. Valid from
2. Premises:
3. This permit is not valid on Christmas Day, Good Friday and on the morning of Anzac day.
4. If the permit is conducted on premises licensed under the Liquor Control Act 1988 or by a person who holds a licence or permit under that Act, any restrictions or conditions applying to the Liquor Licence or permit on that premises shall apply.
5. The permit holder shall lodge a financial return for the period of the continuing lottery permit within 14 days after the expiry of the permit. In addition lodge any interim financial returns that the Gaming & Wagering Commission may require by notice in writing, in accordance with section 57 of the Gaming & Wagering Commission Act 1987.
6. Tickets must be obtained from a licensed supplier of gaming equipment.
7. No person under the age of 12 years shall be permitted to purchase or sell continuing lottery tickets.
8. Tickets shall only be sold at the premises specified in the permit.
9. Tickets shall not be sold by means of a vending machine other than at a hotel, tavern or club licensed under the Liquor Control Act 1988t.
10. Where tickets are sold by means of a vending machine, each ticket vending machine shall:
  - (a) be identified by a number permanently fixed on the machine;
  - (b) unless in a club, have –
    - (i) the cash tray locked and independent from any other part of the machine;
    - (ii) a notice clearly displayed on it specifying the organisation for the benefit of which and the purposes to which proceeds of the lottery are to be applied.
11. The organisation on behalf of which the lottery is conducted shall receive a minimum of 15% of the total face value of tickets sold.

12. Where tickets are sold at a hotel or tavern, subject to the beneficiary organisation receiving a minimum of 15% of the total face value of tickets sold a selling commission not exceeding 10% of gross proceeds may be paid to the licensee.
13. All payments (other than prizes) shall be by cheque or electronic means.
14. The permit holder shall keep, or cause to be kept, accurate and adequate records of tickets purchased and gross receipts together with receipts or other proof of payment for all expenses (other than prizes). Such records shall be kept for a period of 12 months and be made available for inspection by an Authorised Officer of the Gaming & Wagering Commission or a Police Officer upon request.
15. The permit holder shall furnish the Gaming and Wagering Commission with all such information (including copies of documents) relating to the subject of the permit including but not limited to information relating to the disbursement of moneys (particularly the purpose or purposes to which they were applied) constituting the gross receipts from the gaming or lottery the subject of the permit as the Gaming and Wagering Commission may from time to time require.
16. The permit holder shall keep a copy of the "Continuing Lottery Financial Return" for a period of 12 months.
17. The permit holder shall conduct monthly reconciliation's of income and expenses with the number of boxes of tickets sold and record the reconciliation in the books of account.
18. Net proceeds from the lottery shall be used only for the purpose stated in the application for the permit.
19. The permit shall be retained on the premises and produced to an Authorised Officer of the Gaming & Wagering Commission or a Police Officer upon request.
20. Where the permit has been granted to a hotel or tavern based community and sporting organisation;
  - funds shall not be disbursed unless approved by the management committee at a committee meeting;
  - the committee shall meet at least once every quarter and minutes of the meeting shall be kept; and
  - a quorum shall consist of half the committee plus one.

## **Further condition/s and Special Notes**

### **W A R N I N G**

**FAILURE TO COMPLY WITH THE CONDITIONS OF THIS PERMIT MAY RESULT IN A PENALTY OF A FINE UP TO \$2,500.**

Director Licensing and Industry Services  
**Department of Local Government, Sport and Cultural Industries**